

OFFICIAL NOTICE

The Des Moines County Board of Supervisors will hold a regular session on **Tuesday, October 24th, 2023** at 9:00 A.M. in the public meeting room at the Des Moines County Courthouse.

8:30 AM -Work Session: Board of Supervisors: Review of Weekly Business

PUBLIC NOTICE – the meeting can be viewed by live stream at <https://desmoinescounty.iowa.gov/live/> Anyone with questions during the meeting may email the Board of Supervisors at board@dmcounty.com OR call 319-753-8203, Ext 4

TENTATIVE AGENDA:

1. Pledge of Allegiance
2. Changes to Tentative Agenda
3. Meet with Department Heads / Elected Officials
4. Correspondence
5. Discussion / Vote:
 - A. Compensation Board Member Resignation
 - B. Compensation Board Member Appointment
 - C. Resolution #2023-039 and Final Plat for Stoecker Acres Subdivision
 - D. Resolution #2023-040 and Final Plat for Norm Frank Subdivision
 - E. Personnel Actions:
 1. Emergency Management (1)
 2. Correctional Center (1)
 - F. Reports:
 1. Sheriff's Report of Fees Collected, September 2023
 - G. Minutes for Regular Meeting on October 17th, 2023
6. Other Business
7. Future Agenda Items
8. Committee Reports
9. Public Input
10. Adjournment

Work Sessions following the meeting:

BOS / County Engineer

RE: Update on Equipment and Projects

**DES MOINES COUNTY
BOARD OF SUPERVISORS
RESOLUTION #2023-039**

WHEREAS Section 354.8 of the Code of Iowa states that a governing body shall certify by resolution the approval of a subdivision plat, and,

WHEREAS the Final Plat for **Stoecker Acres Subdivision** has been reviewed for conformance to applicable County standards by the Des Moines County Auditor, Health Department, Secondary Roads Department, and Land Use Department and has been duly recommended by the aforementioned entities for approval,

NOW THEREFORE, BE IT RESOLVED: That the Board of Supervisors hereby approves the Final Plat of **Stoecker Acres Subdivision**, with the following condition:

- A portion of Lot 1 is currently enrolled in the Conservation Reserve Program (CRP) through the USDA Farm Service Agency. If the ground in this area is disturbed prior to the expiration of the CRP easement, Des Moines County shall not be held responsible for any penalties associated with violating the CRP agreement.

Approved and adopted this 24th day of October, 2023.

DES MOINES COUNTY BOARD OF SUPERVISORS

Shane McCampbell, Chair

Tom L. Broeker, Vice Chair

Jim Cary, Member

ATTEST: _____

Sara Doty, County Auditor

FINAL PLAT

INDEX LEGEND

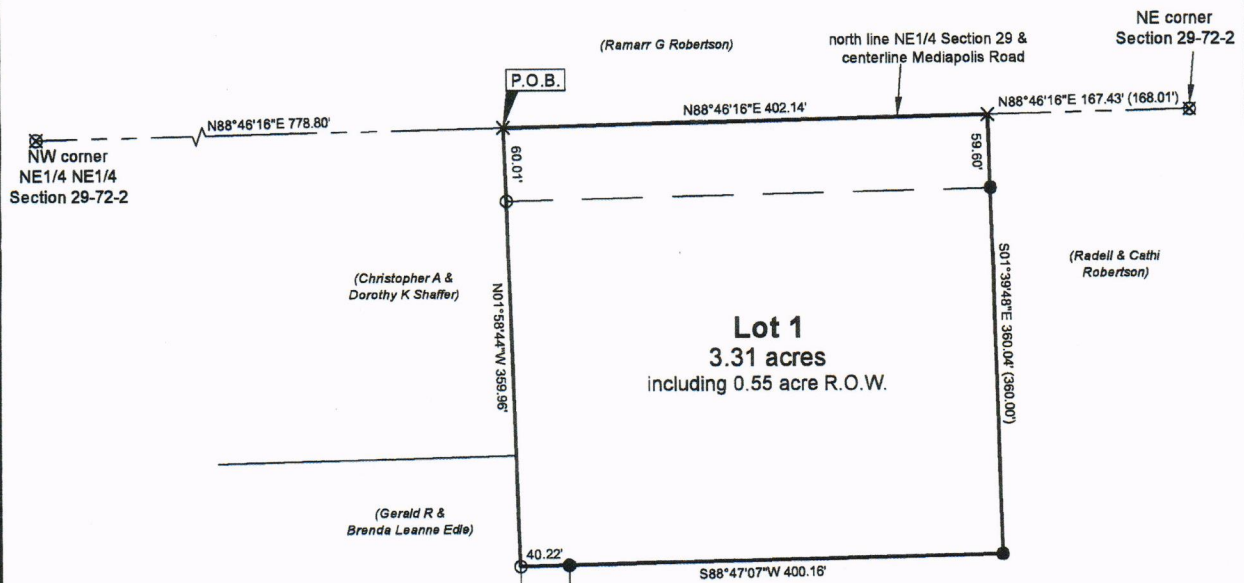
Property Location: Stoecker Acres Subdivision in part NE1/4 NE1/4 Section 29
 Township 72 North, Range 2 West, Des Moines County, Iowa
 Surveyor: Robert H. Lance, Iowa P.L.S. #21980, rob@lanceurveying.com
 Return Document to: Lance Surveying Services (319) 986-6779
 1505 North Broadway Street, Mt. Pleasant, IA 52641
 Survey Requested by: Galen Metzger
 Proprietor: Galen G & Mary Jo Metzger
 Survey Completed: 21 September 2023
 Sheet 1/1 | Basis of Bearing: IA RTK, ISPS Zone | Metzger, Galen.dwg

Stoecker Acres Subdivision

Notes required by Des Moines County or by utility company:

- Minimum building setback for any structure:
 Front yard = 30'
 Side yard = 15'
- Road waiver: In addition to the claims exempted pursuant to section 670.4(7) of the Iowa code dealing with public roads, Des Moines County is not involved in the maintenance of this private right-of-way and is further held harmless for any costs in maintaining said road system or right-of-way or for any other damages sustained pertaining to the use of said road system or right-of-way.
- Utility easements shall consist of all platted streets or roads, and a 7.5 foot wide strip along each side of all interior lot lines, and a 25 foot wide strip along and adjacent to all platted streets and roads, and a 15 foot wide strip of land on all lots, 7.5 foot either side of the utility service as built, from the point of origin to the point of service entrance.

Owner and Subdivider:
 Galen G & Mary Jo Metzger
 9123 Mediapolis Road
 Mediapolis, IA 52637

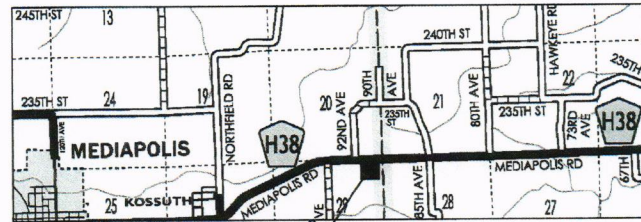


Stoecker Acres Subdivision

In part of the NE1/4 of the NE1/4 of Section 29, Township 72 North, Range 2 West of the 5th P.M., Des Moines County, Iowa, described as follows:

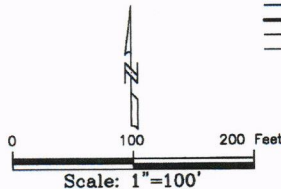
Commencing at the NW corner of the NE1/4 of the NE1/4 of Section 29, thence North 88°46'16" East, along the north line of the NE1/4 of Section 29 and the centerline of Mediapolis Road, 778.80 feet to the **POINT OF BEGINNING**;
 thence, continuing along said common line, North 88°46'16" East, 402.14 feet;
 thence South 01°39'48" East, 360.04 feet;
 thence South 88°47'07" West, 400.16 feet;
 thence North 01°58'44" West, 359.96 feet to the **POINT OF BEGINNING**, containing 3.31 acres, of which, 0.55 acre is public road right-of-way.

The above bearings are based on Iowa State Plane South Coordinates and all distances are horizontal ground distances.
 End of Description



Stoecker Acres Subdivision vicinity sketch not to scale

- Legend:
- set 1/2"x30" rebar/orange cap #21980
 - found 1/2" rebar
 - ⊗ found brass plug
 - ⊗ set MAG nail
 - county road R.O.W. line
 - property line
 - road centerline
 - fence line
 - (#) dimension from previous record



PROFESSIONAL LAND SURVEYOR
 Robert H. Lance
 Lic. No. 21980

Certification:
 I hereby certify that this land surveying document was prepared, and the related survey work was performed by me or under my direct personal supervision, and that I am a duly licensed Professional Land Surveyor, under the laws of the State of Iowa.

Robert H. Lance
 Iowa Professional Land Surveyor #21980
 License renewal date: December 31, 2023
 Pages covered by this seal: 1

Date: 10/3/2023

DES MOINES COUNTY
BOARD OF SUPERVISORS
RESOLUTION #2023-040

WHEREAS Section 354.8 of the Code of Iowa states that a governing body shall certify by resolution the approval of a subdivision plat, and,

WHEREAS the Final Plat for **Norm Frank Subdivision** has been reviewed for conformance to applicable County standards by the Des Moines County Auditor, Health Department, Secondary Roads Department, and Land Use Department and has been duly recommended by the aforementioned entities for approval,

NOW THEREFORE, BE IT RESOLVED: That the Board of Supervisors hereby approves the Final Plat of **Norm Frank Subdivision**.

Approved and adopted this 24th day of October, 2023.

DES MOINES COUNTY BOARD OF SUPERVISORS

Shane McCampbell, Chair

Tom L. Broeker, Vice Chair

Jim Cary, Member

ATTEST: _____

Sara Doty, County Auditor

Index Legend

Location: parcel of land in the NE $\frac{1}{4}$ SE $\frac{1}{4}$ Section 23, T-72N, R-2W, Des Moines County, Iowa
 Surveyor: Brian J. Carter, P.L.S. #16733
 12bcarter@gmail.com, 319-209-0426
 Return To: Carter Engineering, LLC
 180th Avenue, Morning Sun, Iowa 52640
 Requestor: Dale Frank
 Proprietor: Norman L. Frank By-Pass Trust
 Survey Completed: 22 September 2023

Recorder's Sticker
 (DO NOT USE THIS SPACE)

Carter Engineering, LLC

22980 180th Avenue, Morning Sun, IA 52640 (319) 394-9403

Final Plat of Norm Frank Subdivision

SUBDIVIDER:
 Dale Frank
 6074 Mediapolis Rd.
 Oakville, IA 52646

Owner:
 Norman L. Frank By-Pass Trust
 6074 Mediapolis Road
 Oakville, IA 52646

NOTES REQUIRED BY DES MOINES COUNTY

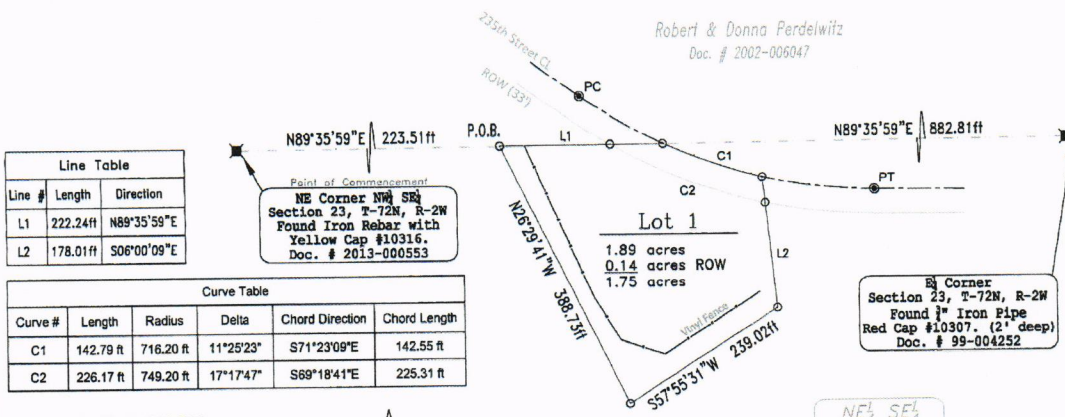
1. MINIMUM BUILDING SETBACK FOR ANY STRUCTURE:
 FRONT YARD = 30'
 SIDE YARD = 15'
2. ROAD WAIVER: IN ADDITION TO THE CLAIMS EXEMPTED PURSUANT TO SECTION 670.4(7) OF THE IOWA CODE DEALING WITH PUBLIC ROADS, DES MOINES COUNTY IS NOT INVOLVED IN THE MAINTENANCE OF THIS PRIVATE RIGHT-OF-WAY AND IS FURTHER HELD HARMLESS FOR ANY COSTS IN MAINTAINING SAID ROAD SYSTEM OR RIGHT-OF-WAY OR FOR ANY OTHER DAMAGES SUSTAINED PERTAINING TO THE USE OF SAID ROAD SYSTEM OR RIGHT-OF-WAY.
3. UTILITY EASEMENTS SHALL CONSIST OF ALL PLATTED STREETS OR ROADS, AND A 7.5 FOOT WIDE STRIP ALONG EACH SIDE OF ALL INTERIOR LOT LINES, AND A 25 FOOT WIDE STRIP ALONG AND ADJACENT TO ALL PLATTED STREETS AND ROADS, AND A 15 FOOT WIDE STRIP OF LAND ON ALL LOTS. 7.5 FOOT EITHER SIDE OF THE UTILITY SERVICE AS BUILT, FROM THE POINT OF ORIGIN TO THE POINT OF SERVICE ENTRANCE.

DESCRIPTION:

A parcel of land in the NE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 23, T-72N, R-2W of the 5th P.M., Des Moines County, Iowa, more particularly described as follows:
 Commencing at an iron rebar at the NE Corner NW $\frac{1}{4}$ SE $\frac{1}{4}$ of said Section 23, Thence N89°35'59"E 223.51 feet along the north line of the NE $\frac{1}{4}$ SE $\frac{1}{4}$ of said Section 23 to the Point of Beginning, Thence N89°35'59"E 222.24 feet along the north line of the NE $\frac{1}{4}$ SE $\frac{1}{4}$ of said Section 23 to the centerline of 235th Street, Thence 142.79 feet along a non-tangential curve and the centerline of 235th Street, being concave northeasterly with a radius of 716.20 feet, having a central angle of 11°25'23", with a chord bearing S71°23'09"E and a length of 142.55 feet, Thence S06°00'09"E 178.01 feet, Thence S57°55'31"W 239.02 feet, Thence N26°29'41"W 388.73 feet to the Point of Beginning, Containing 1.89 acres, more or less, including 0.14 acres, more or less, of existing road right-of-way, subject to any easements or agreements of record.

SURVEYORS NOTE:

Curve information for 235th Street was obtained from County Engineers Office

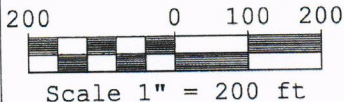


Line Table		
Line #	Length	Direction
L1	222.24ft	N89°35'59"E
L2	178.01ft	S06°00'09"E

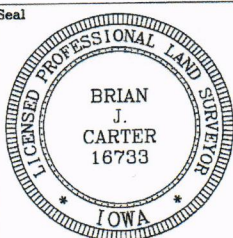
Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	142.79 ft	716.20 ft	11°25'23"	S71°23'09"E	142.55 ft
C2	226.17 ft	749.20 ft	17°17'47"	S69°18'41"E	225.31 ft

LEGEND

- Found 1/2" Iron Rebar w/cap #5144
- Set 1/2"x30" Iron Rebar w/cap #18733 Pink
- ⊠ Found Section Corner as noted
- ⊞ Set Section Corner as noted
- ⊞ Found R.O.W. Rail
- ⊙ Set 2" Concrete Nail at PC, PT



BASIS OF BEARINGS: Iowa Regional Coordinate System, Zone 14



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Brian J. Carter (Signature)
 BRIAN J. CARTER, P.E. & P.L.S. License No. 16733

My license renewal date is December 31, 2024.

Pages or sheets covered by this seal: 1

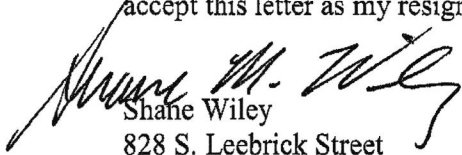
Date	Drawn By	No.
9/26/23	bjc	23-14

Compensation Board Member Resignation

Date: September 25, 2023

To: Des Moines County Board of Supervisors

On September 29, 2023, I commence work as a District Court Judge. I will no longer be permitted to serve as a member of Des Moines County Compensation Board. I ask you to accept this letter as my resignation as representative for the County Recorder.



Shane Wiley
828 S. Leebrick Street
Burlington, IA 52601
319-759-2932
swiley@hirschlawfirm.net

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: Shannon Prado Employee #: _____
Title: Assistant/Volunteer Coordinator Department: Emergency Management Agency

STATUS CHANGES

TERMINATION

Resignation Unsatisfactory Probation
 Discharge Death
 Retirement Other, Explain

Last Day Worked _____
Add Vacation Days _____ to _____
Add Sick Days _____ to _____
Add Other Days _____ to _____
Unpaid Days _____ to _____

Final Termination Date _____
Final Rate of Pay _____
Permanent Address _____
City, State, Zip _____

LEAVE OF ABSENCE

Maternity Educational
 Medical Military
 Other, Explain _____

Dates of Absence _____ to _____

Does the employee Want
Health Insurance Continued Yes No
Does Employee Want Life
Insurance Continued Yes No

TRANSFER

Permanent Voluntary
 Temporary Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____
Effective Transfer Date _____

LAY OFF

Does the employee Want
Health Insurance Continued Yes No
Does Employee Want Life
Insurance Continued Yes No
Last Day Worked _____

SALARY ADJUSTMENT

Reclassification Demotion
 Anniversary Reduction
 Promotion Suspension
 Probationary Other, Explain

Unpaid 7.5 hours on 10/05/23, 8 hours on 10/09/23, 4 hours on 10/10/23

Previous Rate _____ New Rate _____
Previous Job Title: (if changed) _____
Effective Date: _____

Authorized by: Gina Hardin Department: Emergency Mgmt Date: 10/17/2023
Authorized by: _____ Department: _____ Date: _____

Pay Period Ending: _____ Payroll Date: _____

NOTICE OF DES MOINES COUNTY PERSONNEL ACTION

Name: James Pleasant Employee #: 0900
Title: Correctional Officer Department: Correctional Center

STATUS CHANGES

TERMINATION

- Resignation Unsatisfactory Probation
 Discharge Death
 Retirement Other, Explain

Last Day Worked _____
Add Vacation Days _____ to _____
Add Sick Days _____ to _____
Add Other Days _____ to _____
Last Day Paid _____
Unpaid Days _____ to _____

Final Termination Date _____
Final Rate of Pay _____
Permanent Address _____
City, State, Zip _____

LEAVE OF ABSENCE

- Maternity Educational
 Medical Military
 Other, Explain
- _____

Dates of Absence _____ to _____

Does the employee Want
Health Insurance Continued Yes No
Does Employee Want Life
Insurance Continued Yes No

Authorized by: 
Authorized by: _____

Department: Correctional Center Date: October 12, 2023
Department: _____ Date: _____

Pay Period Ending: November 11, 2023 Payroll Date: November 17, 2023

TRANSFER

- Permanent Voluntary
 Temporary Involuntary

Previous Title _____
Previous Dept _____
New Job Title _____
New Dept _____
Previous Rate _____ New Rate _____
Effective Transfer Date _____

LAY OFF

Does the employee Want
Health Insurance Continued Yes No
Does Employee Want Life
Insurance Continued Yes No
Last Day Worked _____

SALARY ADJUSTMENT

- New Hire (List # of Hours) Probationary
 Hours Demotion
 80 Hours Reduction
 Anniversary Suspension
 Promotion Other, Explain
- 24 month step increase

Previous Rate \$45,908.66 New Rate \$46,811.86
Previous Job Title: (if changed) _____
Effective Date: November 1, 2023



KEVIN GLENDENING, SHERIFF

512 N. Main Street
Burlington, IA 52601
Phone: 319-753-8289 (Civil)
Fax: 319-754-6910



SHERIFF'S MONTHLY REPORT TO THE BOARD OF SUPERVISORS

09/01/2023 thru 09/30/2023

SHERIFF FEES	5,893.73	} 6534.84
MILEAGE	641.11	
R & B	2,241.33	
INTEREST	5.69	
TOTAL	<u>5.69</u>	
	\$8,781.86	

I, Kevin Glendening, Sheriff of Des Moines County, Iowa, do hereby certify that the above report is correct of monies collected by me as Sheriff during the period therein specified.

Kevin Glendening

KEVIN GLENDENING, SHERIFF

October 17, 2023

The Des Moines County Board of Supervisors met in regular session at the Court House in Burlington at 9 AM on Tuesday, October 17, 2023, with Vice-Chair Tom Broeker and Member Jim Cary present. Chair Shane McCampbell was present via Webex. This meeting was also held electronically via Webex and YouTube live streaming. Public input was available through board email or call in.

Unless otherwise noted, all motions passed unanimously. The Pledge of Allegiance was conducted.

Meeting with Department Heads: IT Director Colin Gerst reported his office is busy. Sheriff Kevin Glendening stated his office took place in the Track or Treat at 34 Raceway this past weekend. They will also take part in The Clothesline Project tonight at the Memorial Auditorium from 5:00 PM to 7:00 PM. Jail population is at 89. Maintenance Director Rodney Bliesener gave an update on the Tiger Grant Project. Assistant Land Use Administrator Jarred Lassiter reported he is working on getting the documents prepared for the upcoming Solar Ordinance. County Attorney Lisa Schaeffer stated that her officer will take part in The Clothesline Project tonight as well. MHSEI CDS Director Ken Hyndman gave an update on Mental Health. Safety Director Angela Vaughan was present. County Auditor Sara Doty reported Absentee voting will begin in her office tomorrow, October 18th. Her office remains busy working on the Election for November 7th. County Engineer Brian Carter stated his office is working on filing for permits to begin working on a couple of bridge projects he is using ARPA Funding to fix. County Recorder Natalie Steffener reported her office remains busy.

No correspondence was received.

Approval of Accounts Payable Claims in the amount of \$1,027,541.55 were presented. Cary made a motion to approve and was seconded by McCampbell.

Approval of Payroll Reimbursement Claims in the amount of \$1,024.19 and Non-Cash Taxable in the amount of \$235.35 were presented. McCampbell made the motion to approve and was seconded by Cary.

Approval of the Weed Commissioner's Report was presented. County Engineer Brian Carter spoke on this. Cary made a motion to approve and was seconded by McCampbell.

Approval of the Weed Commissioner's Certificate was presented. Cary made a motion to approve and was seconded by McCampbell.

Chief Matt Trexel with the Burlington Fire Department gave a presentation to the Board of Supervisors regarding Burlington Fire Department Station #3.

Reports:

Recorder's Report of Fees Collected, September 2023

Clerk's Report of Fees Collected, September 2023

Dewey Byar Trust U/W, Qtr 7/1/23 thru 9/30/2023

McCampbell motioned to approve the October 10th, 2023, regular meeting minutes, along with the October 12th, 2023, Special Meeting minutes and was seconded by Cary.

Broeker attended Mental Health of Southeast Iowa, Joint Safety Commission, and Greater Burlington Partnership meetings.

The meeting was adjourned at 9:42 AM.

This Board meeting is recorded. The meeting minutes and audio are posted on the county's website www.dmcountry.com

Tom Broeker, Vice-Chair

Attest: Sara Doty, County Auditor